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To: OOR administrators  
From: Real Estate Department  
Date: 8/30/12

Notice: **RED-12-46**

Re: **Developing your scope of work - Using the new OOR Priority List**

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IHCDA in conjunction with CAP of Western Indiana is presenting a training session to assist program administrators on determining an appropriate scope of work for Owner Occupied Repair projects. This on site exercise will take participants through two houses and a number of owner situational scenarios and along with IHCDA's new priority list for OOR projects we will determine the work to be done, answer questions regarding the new priority list, and help administrators to know when a property may not be a good fit for this program.

Training will be September 12th from 12:30 - 4:30; we will begin at 1025 Morgan Street, Clinton (20 min. north of Terre Haute). Conditions are rough, please dress comfortably, work boots are recommended.

There is no cost for this training but space is limited, Please contact Adrienne Schmetzer [aschmetzer@ihcda.in.gov](mailto:aschmetzer@ihcda.in.gov) to register.

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